

TULSA PUBLIC SCHOOLS VENDOR INSURANCE REQUIREMENTS

All vendors providing goods or services to Tulsa Public Schools (TPS) are required to provide proof of insurance. The required coverages are based on the scope of services within the contract and/or agreement. TPS reserves the right to deviate from these requirements at any time and for any reason.

A certificate of insurance meeting all requirements must be provided and approved prior to start of work/delivery of goods. Please review this document closely to determine your minimum requirements.

TPS reserves the right to require complete, certified copies of all required insurance policies at any time. Neither the approval by TPS of any insurance certificate supplied nor the failure to disapprove that insurance, shall relieve the Vendor from full responsibility.

Commercial General Liability (CGL)		\$2,000,000 Per Occurrence/\$2,000,000 Aggregate
Workers' Compensation		Statutory Requirements \$2,000,000 Employer's Liability Limits
Professional Liability		\$2,000,000 Per Claim/Wrongful Act
TPS as Additional Insured		Required on CGL, Auto, Umbrella (if applicable)
TPS as Certificate Holder		Required on All Policies that Apply
Waiver of Subrogation		Required on CGL, Auto, Umbrella (if applicable), Workers' Compensation
Primary & Non-Contributory		Required on CGL, Auto, Umbrella (if applicable)
30 Day Notice of Policy Change (suspended, voided, canceled, non-renewed or reduced)		Required All Policies
Endorsements		Required All Policies. Attach to Certificate.

Vendors who use vehicles to perform work for TPS or travel to TPS property must maintain Automobile Liability Insurance.

Automobile Liability (Auto) including all owned, hired, and non-owned vehicles		\$2,000,000 Bodily Injury and Property Damage Combined Single Limit
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Vendors who maintain or transmit personally identifiable student or employee data must maintain Cyber & Data Breach insurance.

Cyber & Data Breach		\$2,000,000 for all required coverages, to include Privacy & Security Liability; Breach Response; Cyber Extortion; PCI Fines & Penalties
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Vendors who provide direct services to students must maintain Sexual Misconduct insurance.

Sexual Misconduct		\$2,000,000 Per Occurrence/\$2,000,000 Aggregate
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The coverages and limits are to be considered minimum requirements and in no way limit the liability of the Vendor.

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The insurance requirements, as listed within this document also apply to any sub-contractor(s) in the event that any work is sublet. Without limiting any of the other obligations or liabilities of the Vendor, the Vendor shall require each subcontractor of every tier performing work under the Contract, at the subcontractor's own expense, to maintain during the term of the engagement of such subcontractor the types and limits of insurance set forth above that are appropriate with the work being performed. All subcontractors' liability insurance shall name the Vendor as an additional insured.

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